

Memorandum of Understanding
Among

Bethel Public School District 52
City of Eugene
City of Springfield
Eugene Public School District 4J
Eugene Water and Electric Board
Lane Community College
Lane Council of Governments
Lane County
Lane Education Service District
Lane Transit District
Springfield Public School District 19
Springfield Utility Board
University of Oregon
Willamalane Park and Recreation District

To Establish the
Equity and Community Consortium
(ECC)

This Memorandum of Understanding (MOU) establishes the Equity and Community Consortium, an effort that initiated in 1991 with a signed pledge by a group of public sector leaders promising to work together and with their respective organizations and constituencies “to foster a welcoming, hospitable community.” The name and membership of the group has changed over the years, but the original commitment has continuously been renewed, reaffirmed and expanded.

The Equity and Community Consortium (ECC) is an information, resource sharing, leadership and coordination forum for agencies and jurisdictions that provide governmental and public services in the Eugene-Springfield metropolitan area. The ECC includes the parties listed above but is open to other agencies joining.

DEFINITIONS:

The ECC represents a commitment of our agencies to equity and inclusion and to create agencies that better serve, reflect, and understand the communities that we serve. As we work together to advance diversity, equity and inclusion, the following definitions represent our current and mutual understanding of these key terms and our work together.

Diversity

Diversity refers to all aspects of human difference, social identities, and social group differences, including but not limited to race, ethnicity, creed, color, sex, gender, gender identity, sexual identity, socio-economic status, language, culture, national origin, religion/spirituality, age, (dis)ability, and military/veteran status, political perspective, and associational preferences.

Equity

Equity refers to fair and just practices and policies that ensure all community members can thrive. Equity is different than equality in that equality implies treating everyone as if their experiences are exactly the same. Being equitable means acknowledging and addressing structural inequalities — historic and current — that advantage some and disadvantage others. Equal treatment results in equity only if everyone starts with equal access to opportunities.

Inclusion

Inclusion refers to a community where all members are and feel respected, have a sense of belonging, and are able to participate and achieve to their potential. While diversity is essential, it is not sufficient. An institution can be both diverse and non-inclusive at the same time, thus a sustained practice of creating inclusive environments is necessary for success.

COMMITMENTS:

Our **shared commitments** and requirements include:

- Being a public agency serving clients in the Eugene-Springfield metropolitan area.
- Having a publicly available policy or statement demonstrating a commitment to equity.
- Having at least one staff member designated as a point person for equity work and being accessible to them as needed for decision making.
- Participating and contributing by sending at least one representative to ECC's monthly meetings and providing time and resources to develop and advance our shared two-year work plan.
- Presenting annual updates on the agency's equity work at an annual ECC event.

GOALS:

The **main goals** of the ECC are:

- To create a safe and supportive space for individuals and agencies to share, learn, build trust and continue elevating their personal and professional equity leadership.
- To develop and share information about equity and service to our community and to create opportunities for the mutual benefit of the participating agencies and the people that they serve.
- To share experience, progress and challenges associated with each agency's goals to improve and enhance internal working environments and creating more equitable workplaces.
- To improve equity with respect to each agency's goods, services, bids, and employment, and to build capacity for each agency to engage in equity work.
- To proactively communicate about the importance of equity in our organizations and the community and stand together against hate and bias.
- To work together while also allowing each agency to make informed, independent action-oriented decisions relying on information and idea exchange and mutual support that is created by the ECC.

OBJECTIVES:

We achieve our goals through our standing objectives and two-year work plan attached as Appendix B. The **standing objectives** of the ECC are to:

- Create regular and intentional collaboration among the agencies in the areas of equity and human rights. Such collaboration may occur: (a) among agencies participating in ECC; (b) between ECC and state and federal agencies; (c) between ECC and other nearby public agencies; (d) between ECC and local policy makers; and (e) between ECC and jurisdictions outside the Metropolitan Area.
- Create environments within our agencies that are inclusive and in which equity is a goal that is transparent with clear measures that each agency establishes, monitors, and shares with other agencies and the communities we serve.
- Develop and share expertise and knowledge regarding best practices for equity and inclusion.
- As appropriate to each agency, provide internal professional development and build awareness and skills among agency employees.
- Ensure equitable access to all opportunities within each agency (e.g. goods, services, bids, employment).
- Collaborate and provide, by specific agreement, resources to support and implement the shared objectives of the MOU and associated work plan.

GOVERNANCE: The governance and implementation details of the ECC shall be initially set forth in Appendix A. The ECC may change Appendix A from time to time to improve implementation and effectiveness.

Agreement, Effective Date, Termination and Amendments to this Agreement

This MOU expresses the intent by the signatories to work with one another as partners to meet the goals and objectives outlined above. This agreement does not alter, impede, or limit each agency's mission and duty to carry out its regulatory, service or governmental responsibilities.

The ECC does not represent any agency on a particular issue without the agency's express consent. Each agency shall bear its own cost of participating as a member of the ECC and the ECC shall have no specific budget, unless otherwise agreed by the agency(ies) willing to fund such budgets as necessary to achieve the work plan items for each period included in Appendix B. Budget impacts and financial commitments are to be considered and addressed individually within each agency.

This agreement is effective May 1, 2022 and remains in effect indefinitely unless amended by all parties. Any party may choose to terminate its participation in the agreement with a 30- day written notification of termination to the remaining parties of the ECC.

Authorizing Parties:


[Kraig Sproles \(Apr 8, 2022 13:26 PDT\)](#)

Kraig Sproles, Superintendent
Bethel Public School District 52



Sarah Medary, City Manager
City of Eugene

Nancy Newton
[Nancy Newton \(Apr 14, 2022 14:33 PDT\)](#)

Nancy Newton, City Manager
City of Springfield

Cydney Vandercar
[Cydney Vandercar \(Apr 27, 2022 15:43 PDT\)](#)

Cydney Vandercar, Superintendent
Eugene Public School District 4J

Rodney Price
[Rodney Price \(Apr 28, 2022 07:55 PDT\)](#)

Rod Price, Assistant General Manager
Eugene Water and Electric Board

Margaret Hamilton
[Margaret Hamilton \(Apr 28, 2022 16:09 PDT\)](#)

Margaret Hamilton, President
Lane Community College


[Brenda Wilson \(May 2, 2022 11:06 PDT\)](#)

Brenda Wilson, Executive Director
Lane Council of Governments



Steve Mokrohisky, County Administrator
Lane County

Tony Scurto
[Tony Scurto \(Apr 11, 2022 09:41 PDT\)](#)

Tony Scurto, Superintendent
Lane Education Service District

Mark Johnson
[Mark Johnson \(Apr 14, 2022 15:24 PDT\)](#)

Mark Johnson, General Manager
Lane Transit District



Todd Hamilton, Superintendent
Springfield Public School District 19

Jeff Nelson
[Jeff Nelson \(Apr 28, 2022 09:25 PDT\)](#)

Jeff Nelson, General Manager
Springfield Utility Board

Yvette Alex-Assensoh

Yvette Alex-Assensoh, Vice President for
Equity and Inclusion
University of Oregon


[Michael Wargo \(May 2, 2022 11:08 PDT\)](#)

Michael Wargo, Superintendent
**Willamalane Park and Recreation
District**

Appendix A: Implementation Details and Governance

1. The Authorizing Party of this agreement shall be designated as the chief administrative officer for purposes of this agreement (CAO).
2. The CAO of each agency will appoint at least one staff member to support the outcomes of each agency's equity plans and will designate additional staff member(s) as necessary.
3. The ECC shall be comprised of the CAO and staff member(s) from each agency.
4. The ECC shall meet no less than two times per year with at least one meeting focused on strategic planning and the other meeting focused on results and reporting. The meeting schedule and frequency is clarified in the work plan.
5. The ECC shall be chaired by leadership from each subcommittee listed below. The ECC leadership will ideally not be solely from the same agency. The ECC leadership shall be responsible for agenda setting and planning for the ECC meetings and shall respectively serve as chairs of two sub-committees described below
6. The ECC shall have at least two standing committees:
 - a. The first standing sub-committee shall be the CAO sub-committee. The CAO sub-committee shall nominate and appoint two Co-chairs who shall meet at least quarterly to discuss ECC issues and to share ideas and results.
 - b. The second standing sub-committee shall be the Staff sub-committee and be comprised of staff from each agency who is empowered and has expertise to support the outcomes of each agency's equity plan and the goals of the ECC. The Staff sub-committee shall nominate and appoint two Co-chairs who shall meet monthly or as determined by the subcommittee to discuss issues and to share ideas and results.
7. Unless otherwise established in Appendix 2, for the 2022-2024 period, the ECC will have the following work groups:
 - a. Human Resources work group
 - b. Community engagement work group
 - c. Hate and bias work group
 - d. Education work group
8. Standing committees and work groups shall make recommendations to the ECC to help fully implement this MOU.
9. The CAO sub-committee and Staff sub-committee chairs may invite members from the other sub-committee to their respective meetings to enhance understanding, improve dialogue and to create shared understanding.
10. CAOs and assigned Staff members from each agency are expected to develop a shared understanding and common direction so each person can fully represent the agency adequately in their respective roles on the ECC and various sub-committees.
11. Committee chairs are administrative roles and shall not have any more authority than other committee members. The ECC and its sub-committees shall try to reach agreement by agency consensus, but chairs may call for votes on issues if necessary. The ECC does not have any specific authority over any individual agency.

Appendix B: 2022-2024 Objectives and Work Plan

1. Help provide shared methods by which agencies can establish, monitor, and share results and progress.
2. Establish a common agenda to work together in a consistent manner to create both internal and external environments that support equity, inclusion, and human rights within each member agency, the ECC, and our community. ECC agencies will work together to increase effectiveness by sharing knowledge and resources, minimizing duplication of effort, and addressing issues and concerns at a regional level.
3. Plan for events where interests of the community and clientele would be best served through collaborative action by ECC agencies.
4. Respond to incidents and issues where interests of the community and clientele would be best served through collaborative action by ECC agencies.

ECC 2022-2024 work plan (Template)

Item	Description	Assigned to
1.1	Agencies will share information on existing equity initiatives...	Staff committee
1.2	Member agencies will share information on current training programs...	Human Resources work group
2.1	CAO team will meet...	CAO committee
2.2	Staff team will meet X times per year...	Staff committee
2.3	Work groups will meet as necessary to complete work plan items assigned to them	All work groups
3.1	Recurring event for marginalized communities with X editions every year...	Community engagement work group
3.2	Annual exhibit of equity work performed at each agency...	Staff committee
4.1	Develop a template and process for agencies to issue statements in support of participating agencies or issues impacting the community.	CAO committee Staff committee